

Donate-a-Bench Process

1. Contact Town staff about your interest in donating a bench to discuss cost and possible locations. Call (408) 399-5777 to speak with Tim Boyer, Parks Superintendent.
2. Once you have decided to donate a bench, obtain current bench donation amount, and make a payment at either the Public Work's Engineering Office or the Clerk's Office.
3. If you would also like to have a plaque on your bench, the additional cost is the donor's expense, and you will be directed on how to obtain a plaque on your own. Staff will provide guidelines.
4. The bench and plaque will be installed by Town staff.

Once the bench is installed, please inform staff if you see any damage or problems with the bench by calling (408) 399-5770.

**Thank you for considering
donating a bench!**



Standard downtown sidewalk bench.



Standard park or trail bench.

Town of Los Gatos

Parks & Public Works Department
41 Miles Avenue
Los Gatos, CA 95030

Phone: 408-399-5776
Fax: 408-354-8529
Email: parks@losgatosca.gov

Town of Los Gatos

Bench Donation Program

Guidelines



Summer 2007

Bench Donation Guide

Downtown Sidewalk Bench

The standard sidewalk bench matches the new Streetscape style furniture in the downtown area:

- Green, metal
- 6 ft. long with side rails
- Located alongside the street in business district



Park or Trail Bench

The standard bench for Los Gatos parks and trails locations matches the woodsy atmosphere in our tree-filled Town:

- Wooden, natural
- 6 ft. long, no side rails
- Location alongside a park trail or pathway



Donation Fee Details

The donation fee is determined by adding the actual cost of the bench, shipping and taxes plus a fee for installation and future maintenance and repairs. Due to shipping cost variances, the fee can change from month to month.

**For the current bench
donation amount,
please call:**

Clerk's Office at 354-6834

or

**Parks & Public Works at
399-5771**